



Coronavirus (Covid-19) Communication

We want to provide you with an update after our meeting yesterday afternoon. We received a number of good suggestions and comments during and after the meeting, and we want to share our feedback with you.

Can we get any hand sanitizer?

- We have been unable to locate any additional hand sanitizer at this time. We received a possible lead on getting hand sanitizer this afternoon, and we're currently looking into this.

Cleaning common areas throughout the plant (workstations, radios, etc.)

- We've come up with a plan to put blue shop towels and spray bottles with a mixture of 5% bleach and water. We hope to have these deployed by Monday. We also are asking you to help clean the common areas as determined by your Supervisor.

Have paper towels outside of each restroom to be able to open the door with a towel

- Instead of paper towels, you may want to use a green shop rag for this purpose.

Door handle modifications

- We've modified several doors throughout the plant to eliminate the need to grab the handle, at least in one direction.

Removing Trash can lids to improve sanitation.

- We began removing the trash can lids this afternoon.

Governor Dewine has asked companies to conduct daily temperature checks of workers.

- We've reached out to several organizations and suppliers and we will not be able to get anything for the foreseeable future.
- Until we are able to come up with a solution, we are asking everyone to take a minute each day to take your own temperature at home before coming to work.
- Mercer Health District recommends if your temperature is 100.4 or higher, you should stay home.

Appendix A-3

With reduced blood supplies, it was suggested that we conduct our own blood drive here at Pax.

- We have been discussing this with the Red Cross today and will advise, if and when we are able to get this accomplished.

It was suggested that we change how we pass out employee checks in the future.

- We will look at an improved method for next week.

It was suggested that we remove the air dryers in the restrooms and South Breakroom and replace with paper towels.

- We are in the process of evaluating the pros and cons and will advise shortly.

We ask that everyone continues to take ***common sense*** approaches to reducing the spread of the virus, including:

- Washing your hands often with soap and water.
- Avoiding crowds.
- Keeping at least a 3-foot distance from each other (preferably 6 feet). This becomes difficult at times in the workplace, but please be very conscious of this at all times.
- When coughing or sneezing, cover your mouth & nose with a flexed arm or tissue. Throw away the tissue and wash your hands.
- If you are sick – stay home.

We once again remind you to temper fear with reason, panic with patience, and uncertainty with education.